

NOTICE OF PROPERTY TAX LEVY

To the Assessor of _____

County _____

INFORMATION AND INSTRUCTIONS ON REVERSE SIDE

Part I: TOTAL PROPERTY TAX LEVY

On _____, 19____, the _____ (Governing Body)
 of _____ (Municipal Corporation), _____ County, Oregon, levied a tax as follows:

	FUNDED PARTIALLY BY STATE OF OREGON	FUNDED TOTALLY BY LOCAL TAXPAYERS
1. Levy within the tax base (Cannot exceed Line 15, Part II of this form)	1	
2. Special levies to be partially funded by the State of Oregon (Cannot exceed Line 13, Part IV of Form LB-60)	2	
3. Special levies to be totally funded by local taxpayers (Amount exceeding Line 13, Part IV of Form LB-60)		3
4. The amount levied for payment of bonded indebtedness		4
5. Total amount to be raised by taxation by type of funding (Add boxes 1 and 2, enter in 5a; add boxes 3 and 4, enter in 5b)	5a	5b
6. TOTAL AMOUNT TO BE RAISED BY TAXATION (Add boxes 5a and 5b)	6	

Part II: TAX BASE WORKSHEET

7. VOTED TAX BASE, IF ANY—On 11-7, 1980,
 a majority of the voters approved a tax base in the amount of 7 109 783

8. CONSTITUTIONAL LIMITATION

Tax Base Portion of Preceding Three Levies		
8a	8b	8c
19 <u>81-1982</u>	19 <u>82-1983</u>	19 _____-19 _____

9. Largest of 8a, 8b and 8c: 9a 116 370 multiplied by 1.06 = 9b 123 452

ADJUSTMENT FOR ANNEXATION INCREASES DURING PRECEDING FISCAL YEAR (See Example for Part II on reverse side)

10. Assessed Value of Area Annexed on _____, 19____
 (attach list of annexation dates and valuations) 10

11. Tax Base of the annexing entity for fiscal year 1981 - 1982 11

12. Assessed Value of annexing entity on January 1, 1981 12

13. Tax Base Rate per \$1,000 Assessed Value of annexing entity (Divide line 11 by line 12) 13

14. Annexation Increase
 (Line 10 times Line 13) = 14a multiplied by 1.06 = 14b

ADJUSTED TAX BASE

15. Largest of (Line 9b plus Line 14b) or (Line 7 plus Line 14b) 15 123 812

Part III: LIMITATIONS PER OREGON REVISED STATUTES

(Does Not Apply To All Municipal Corporations. Refer to the ORS chapter under which the municipal corporation was organized.)

16. True Cash Value of Municipal Corporation from most recent tax roll 16

17. Statutory limitation of Municipal Corporation per ORS _____ 17 of TCv

18. Total dollar amount authorized by statutory limit
 (line 16 multiplied by line 17) 18

19. The TOTAL amount of line 6 levied within statutory limitation 19

Any amount outside statutory limitation must be specifically allowed by statute, and have special voter approval.

Date: _____, 19____

By: _____ Title: _____ Bus. Phone: _____
 (Signature of Authorized Official)

THIS NOTICE MUST BE FILED NO LATER THAN JULY 15
 THIS NOTICE MUST BE SIGNED
 ALL APPLICABLE PARTS OF THIS NOTICE MUST BE COMPLETED

Part IV: SCHEDULE OF SPECIAL LEVIES

FORM LB-60 AND SAMPLE BALLOTS FOR LEVY ELECTIONS (INCLUDING TAX BASE ELECTIONS) APPROVED IN CALENDAR YEARS 1981 AND 1982 FOR THE 1982-83 FISCAL YEAR MUST BE ATTACHED TO THIS FORM.

Purpose of Levy	Date voters approved ballot measure authorizing tax levy	Amount of taxes levied "inside" / "outside" the adjusted levy from box 9, form LB-60?	CONTINUING LEVY (see note below this schedule.)	First Year Levied	Final Year To Be Levied	Continuing Tax Authorized Each Year	Total tax levy authorized by voters in ballot measure	Amount of tax levied this year as a result of voter approval
One-year Special Levy Outside Tax Base		"inside" / "outside" A / B						
		/						
		/						
		/						

TOTAL SPECIAL LEVIES: (This amount should equal total of Lines 2 and 3 Part I of this form)

NOTE: If approved prior to July 21, 1953 enter as mills. If approved September 13, 1967 to January 1, 1972 enter tax rate. Enter estimated true cash value used to determine the amount of taxes levied this year:

GENERAL INSTRUCTIONS

The Notice of Property Tax Levy is used to certify the property tax levy of your district to the county assessor.

The Notice is to be completed after the public hearing(s) has been held, the proper ordinance or resolution enacted, the appropriations made and the property tax levy determined. The Notice and other required documents are to be submitted on or before July 15. Should circumstances exist that prevent these items from being filed by July 15, AN EXTENSION OF TIME MUST BE REQUESTED FROM THE COUNTY ASSESSOR.

The Notice of Property Tax Levy, a true and complete copy of the adopted budget document, the resolution or ordinance adopting and appropriating the budget, Form LB-60 (Levy Computation Worksheet), sample ballots of any levy elections approved for the ensuing fiscal year, and either a newspaper clipping; or, if posted or mailed, a copy of the financial summary (from Publication Packet) are to be distributed as follows:

- (1) One copy to the county clerk.
- (2) Two copies to the assessor of each county in which the district is located.
- (3) If a joint district, two copies to the assessor of the primary county and one copy to the assessor of each joint county.
- (4) One copy to the county treasurer if the district's bonded indebtedness is paid by that office. School districts are also required to send one copy to the ESD Superintendent, and one copy to the Oregon Department of Education, School Finance Section, Salem, OR 97310.

SPECIFIC INSTRUCTIONS

Part I—Enter the date, name of governing body, name of municipal corporation, and county in the appropriate spaces.

Line 1—Enter the portion of the tax levy that is within your tax base as computed in Part II.

Line 2—Enter the total of those special levies for operating purposes (one year, serial, millage, or fixed) that were approved by the voters within the maximum amount determined on Form LB-60, Part IV, Line 13. These special levies should be itemized in Part IV of this form as "inside" the adjusted levy.

Line 3—Enter the total of tax levies approved by the voters in excess of the amount shown on Form LB-60, Part IV, Line 13. These special levies should also be itemized in Part IV of this form as "outside" the adjusted levy.

Line 4—Enter the portion of the tax levy necessary for the payment of Bonded Indebtedness.

Line 5—Sub-total the tax levy depending on whether it is partially financed by the state or totally financed by local taxpayers. (Add lines 1 and 2, enter in 5a; add lines 3 and 4, enter in 5b.)

Line 6—The total tax levy must be equal to or less than the amount published in the newspaper. If the total tax levy is greater than the amount published, the municipal corporation must republish the entire budget summary with revisions and hold another public hearing.

PART II—Enter the appropriate information concerning the approved tax base, if any.

Line 7—Enter the most recent voter approved tax base and date of voter approval.

Line 8—Enter the tax base portion only of the preceding three levies and indicate the year of the levy.

Line 9—Enter the largest of the tax base portion shown in 8 and multiply by 1.06.

Line 10—If the municipal corporation has annexed adjoining property during the 1981-82 fiscal year enter the date of annexation and the 1981-82 assessed value of the annexed property. If more than one annexation, please attach an additional schedule listing separately the date of annexation and the 1981-82 assessed value of the annexed property.

Line 11—Enter the tax base of the annexing entity for fiscal year 1981-82.

Line 12—Enter the total assessed value of the annexing entity as of January 1, 1981.

Line 13—Enter tax base rate per \$1,000 of assessed value from 1981-82 fiscal year for the annexing entity.

Line 14—Multiply line 10 by line 13 and enter in 14a. Multiply 14a by 1.06 and enter in 14b.

Line 15—Determine the adjusted tax base by entering the largest amount of (Line 9b plus 14b) or (Line 7 plus 14b).

EXAMPLE FOR PART II

Assessed value of annexing entity—as of January 1, 1981 \$400 Million
Tax Base of annexing entity—in fiscal year 1981-82 \$2 Million
Tax Base rate (2,000,000 — 400,000,000 = .005) \$5 per \$1,000
Assessed value of annexed area—as of January 1, 1981 \$100 Million
Annexation increase (100,000,000 x .005 x 1.06) \$530,000

PART III—All municipal corporations are subject to a 6% levy limitation imposed by the Oregon Constitution, and some are further limited by statutory provisions. For those districts that are subject to statutory limitations such as hospital districts, road districts, vector control districts, etc., complete items 16-19b by inserting the dollar amount the district can levy within the statutory limitation and any amounts which were authorized to be approved outside the statutory authorization. The percentage limitation imposed by the statute and the true cash valuation of the taxing unit from the most recent tax roll are used in computing this limitation. Refer to publications by the Department of Revenue or contact your county assessor to determine your statutory limitation.

PART IV—Enter all special levies on the schedule. This includes one year special, fixed dollar serial, tax rate serial, millage, capital construction and mixed serial levies. Do NOT enter levies for bonded indebtedness or tax base levies. The total of this schedule should equal the total of lines 2 and 3 in Part I of this form.

NOTE: If you require assistance in completing this form, please contact your county assessor or the Department of Revenue, Local Budget Unit, Salem. (Phone 378-3603 or use the toll-free WATS number 1-800-452-7813, extension 83603 and we will return your call.)